

May 10, 2013

To the Members of the School Board, Superintendent
Moultonborough School District
Moultonborough, New Hampshire 03254

Quarterly Budget Review – School District Expenditure Report - 9 months ended March 31, 2013

Per the ABC Charter, the Committee will conduct quarterly reviews of all School, Town and Library budgets. The ABC reviewed the March 31, 2013 year to date expenditure report which represented the first nine months fiscal year 12-13. The report was prepared by the School Business Manager.

This document represents a summary of the ABC nine month review of the 12-13 School Budget. The following are the ABC questions. Responses received from the Business Manager are included below in ***Bold***.

Quarterly Review – nine months, FY 2013 School Year Each quarterly summary should include all personnel issues affecting salary differences.

- Have any retirements been announced? If so, effective when? ***No new retirements announced.***
- Acct 1100-123-00 - Substitute Pay - The Committee notes that substitute pay incurred through March 31, 2013 has exceeded the annual budget by approximately \$25,000. Please explain. ***Seven long term subs required this year to cover medical leaves.***
- Acct 110-250-00 - Unemployment Compensation appears to have exceeded budget by over 100 %. Please explain. ***Municipalities and schools have laid people off in response to declining enrollment and the economy, and our unemployment pool is obliged to pay their benefits. Additionally, when benefits were extended to 99 weeks, only private entities were reimbursed by the feds for the additional benefits, so we must also cover that expense.***
- Acct 1100-320-00-2 - Home instruction - has incurred \$4,731 in expenditures against a zero budget. Please explain. Does this represent Home Schooling? ***One student receiving chemotherapy/radiation was out of school for a lengthy time period and received home instruction.***
- Acct. 1200-510-00-01, 02, 03- SPED transportation – For the nine months has exceeded the twelve month budget by approximately \$23,000. ***New student requiring out of district transportation moved into the District; a current student unexpectedly required in-district transportation.***

Acct. 1200-560-00-02, 03 - SPED Tuition – For the nine months has exceed the annual budget by approximately \$86,000. ***One out of district placement changed from a public school to a private school, incurring tuition costs; another was an unanticipated change from an in-district to an out of district placement.***

Above accounts are over budget. Please comment on overall Special Ed trends for 2013.

(Including number of students, out of district placements, home schooled situations. etc.)

Do you anticipate the need to utilize the Sped reserve again this year and if so to what level?

Barring the unforeseen (and we do have one other potential out of district placement waiting in the wings) we should end the year without having to tap the sped trust, because of the exchange of special ed staff (new teacher and sped director brought in at lower salaries than originally budgeted) and one student requiring nursing, OT, and PT services leaving the district.

- Acct. 1300-110, 03 – Service learning coordinator – Annual Budget represents \$12,644. To date no expenditures. Has this position been eliminated? ***This position was absorbed by the new business teacher position.***
- Acct. 2210-110 01— Guidance – Please provide a position description for elementary school Guidance counselor? ***Am unable to find a current position description. Current administration is working on job descriptions. We expect that the responsibilities for this position will be changing, so will be working on an updated one.***
- Acct. 2225-530- Computer Resources – Nine month actual expenditures are over the annual budget by approximately \$3 K. Please explain. What are your estimated twelve month expenditures for this category? ***Expect this account to be a bit over budget because of the need for additional/different I-pad apps than originally anticipated. Some over-expenditure will be covered by e-rate reimbursements.***
- Acct. 2225-734 – Computer Hardware- at the 03 level has exceeded budget by \$31k. Please explain. We understood that the hardware purchases (i.e. I pads were targeted to elementary, and junior high.) ***Appears this was paid from the 03 level rather than 01 and 02; will adjust accordingly.***
- Acct. 2310-890 – Legal – The nine month expenditures have exceed the annual budget by approximately \$6 K. Please explain. ***Lawsuit defense, union grievances.***
- Acct. 2320-650-01- SAU Software – over annual budget by \$2,187. Please explain. ***Chose to extend license on a NECAP-related on-line test for an additional year, until the new tests are ready.***
- Acct. 2600-430-00-1, 2, 3 - Building and Grounds Projects – Over annual budget by approx. \$57 K. Please explain .How much of the overage will be transferred from the reserve and or fund balance. What were the unanticipated expenditures? ***50K will be covered by the transfer from the Buildings & Grounds Expendable Trust. Additional costs due to: propane feed for new stove was not up to current code and had to be replaced, and a bill for plumbing repairs erroneously coded to this account.***

- Acct. 2600-225- 01 – Op Repairs Insurance Claim – Please explain. We assume this is related to the frozen pipes at the elementary school. How much was the insurance reimbursement? ***All due to frozen pipes at MCS. Total insurance reimbursement \$43,915.23.***
- Acct. 2600-735-00-01 – Machinery Replacement - \$5,412 has been expended against a zero budget. Please explain. ***Floor buffer (8 years old with repaired wiring harness) finally gave up the ghost and had to be replaced this year.***
- 2723-520-00-03 – Voc Ed Transportation – over annual budget by approximately \$9 K. Please explain. ***Needed to add another voc run to Wolfeboro to accommodate students who wished to take programs offered in the middle of the day.***
- Acct- 2410-330-00 – NEASC Accreditation – 2322.92 – Please explain. IS this residual cost from prior year accreditation? ***Accreditation visit was March 2013; expect the final cost to be 12 to 15K.***

Respectfully submitted,

Jean Beadle

Moultonborough Advisory Budget Committee

Jean M Beadle, ABC Chair

Alan Ballard

Betsey Patten

Barbara Sheppard (Library Trustee Representative)

Chris Shipp (Select Board Representative)